

**NEW ENGLAND LABORERS'/CRANSTON PUBLIC SCHOOLS
CONSTRUCTION CAREER ACADEMY
BOARD OF DIRECTORS**

September 25, 2012

12:00 P.M. Executive Session

Public Session Immediately Following

4 Sharpe Drive

MINUTES

This meeting of the NEL/CPS Construction Career Academy was held on the above date in the conference room and called to order at 12:12 p.m. with the following members present: Chairman Traficante, Mr. Santangelo (in place of Ms. Larkin), Dr. Leone, Dr. Lundsten, and Mr. Sabitoni. Mrs. McFarland arrived at 12:22 p.m. Absent were Ms. Bedford, Mr. Cardi, and Mr. Rampone.

There was no executive session.

This meeting was called to order; the roll was called. It was noted there was a quorum present.

Minutes of Previous Meeting(s) Approved – August 21, 2012.

Moved by Dr. Lundsten; seconded by Mr. Sabitoni. All were in favor.

Public Acknowledgements/Communications –

Mrs. Macera stated – I have two communications to read into the minutes –

On Friday, September 14, 2012 I received an email from Liz Larkin, President of the CTA – “FYI I have resigned from the board and I am sending John Santangelo in my place. Could you please add him to your list?”

The second email received was from Ms. Bedford, the parent on the board. She is leaving the board because of a job opportunity.

Both of these positions will be placed on our next board meeting.

Chairperson’s Communications

An advisory opinion was asked of the Rhode Island Ethics Commission (see handout #1 and #2). It is the opinion of the Rhode Island Ethics Commission that members of a governing body or board of directors of a charter school are persons subject to the provisions of the Code of Ethics. Mr. Traficante advised the board on the procedure of filing their ethics report.

Mr. Traficante stated - Mr. Curran has informed me we have been categorized as a focus school by RIDE and as such we must reach certain requirements and mandates by RIDE.

Mr. Curran then explained to the board what a focus school is by presenting a Power Point presentation (see handout #3). He also explained to the board what role they, as a board, would be playing in this transformation and his optimism for change and the procedures

and plans for change utilizing strategies. These strategies (four) will be presented at the next board meeting.

Mr. Curran stated – to assist us in the endeavor we have taken on a Transformation Officer. The Laborer's Union supported with a substantial contribution by hiring a consultant to work as a turnaround specialist with us in this work. As you know we are busy running the school on a daily basis, this work is going to require tremendous effort even outside of what we can do on a daily basis so we've hired a consultant through the generosity of the Laborers' Union to work with us in that effect. She has already done a tremendous amount of work with our staff in getting us lined up to get this work done so I really appreciate the Laborers' effort here in providing that resource to us. There are eleven focus schools in the state but we are the only charter school.

Carolyn Ferris, the Transformation Officer was introduced to the board.

Mr. Traficante stated – Carolyn has worked as a Transformation Officer in the Central Falls School Department, spending two years there and she is very familiar with this type of work.

Mr. Curran stated – I will be back at the October board meeting with a report about the intervention choices made and the complete plan from the diagnostic screening. We will also demonstrate the new projectors that are in every classroom.

Board Members Communications – none.

Public Hearing

a. Students (agenda/non-agenda matters) – none.

b. Members of the Public (agenda matters only) – none.

Consent Calendar/Consent Agenda – none.

RESOLUTIONS

PERSONNEL

No. 09-01-12 - RESOLVED, that at the recommendation of the Executive Director the following certified personnel be appointed for the 2012-2013 school year:

John Kelly, Step 12 + MA

Education...PC, BA, MA

Experience...North Providence School Department

Certification...Guidance K-12

Assignment...Charter, .4 FTE

Effective Date...August 27, 2012

Fiscal Note...40235124 51110

Moved by Dr. Lundsten; seconded by Mr. Sabitoni. Discussion - Mr. Curran stated – Jack Kelly was with us last year. We advertised as we always have to do with a retiree on Schoolspring. We had a number of interviews and Jack rose as the appropriate candidate for the position so I am bringing forth his recommendation to you today.

Mrs. McFarland asked – as a retiree, what made him...were there any other candidates that were not retirees? What made him rise to the occasion over a new candidate coming out of school?

Mr. Curran stated – well, certainly his experience was valuable in terms of knowing scheduling, transcript interpretation, ILP's, all those things that we have to do through guidance services. His experience really allowed him to rise to the top. We also found that in our interviews with candidates that the .4 position was not that attractive to them as you can image. Several, quite candidly, thankfully, said that they would be happy to take the position but couldn't guarantee that they would stay the entire year if they got a better offer. That is the reality of positions that are not full-time and we face that from time to time.

Mr. Percorelli stated – actually we did hire a non-retiree, we selected one that indicated she would stay. The day she was supposed to start she called and said she found another job. There was no one left other than Mr. Kelly.

All were in favor.

No. 09-02-12 - RESOLVED, that at the recommendation of the Executive Director, the resignation(s) of the following certified personnel be accepted:

Beth Schulman, Teacher

NEL\CPS Charter

Effective Date...September 7, 2012

Moved by Mrs. McFarland; seconded by Mr. Sabitoni. Discussion – Mr. Curran stated – this was a surprise to me when we began the school year, we expected that this teacher would be onboard with us throughout the year. We are getting along right now with a certified English teacher as the sub but we are going into our Schoolspring data base to look at candidates and will probably bringing somebody in October for a recommendation for that .6 position. Let me explain that part – Nicole Branca was our.6 English teacher. With the resignation of Beth Schulman we made her whole (1.0 FTE) so now she is a full-time teacher for this school year and that left a .6 position for us to fill and that is what I will be looking to fill. The 1.0 that Nicole is in is for this school year but the 1.0, if I am correct, has to go to the job fair in June. For now she is our full-time teacher for the year. All were in favor.

BUSINESS

No. 09-03-12 - RESOLVED, that at the recommendation of the Executive Director the Operating Budget for the 2012-2013 school year be approved. (See attached). (Handout #4).

Moved by Mr. Sabitoni, seconded by Mr. Santangelo. Discussion – Ms. Corcelli stated –AEP is no longer under the umbrella of the Charter School and as a result there are about 60 students less in the

charter. Those 60 students are falling under the district. That change impacted our budget and our expenses. Last month we did a two column comparison, what you have in front of you is a cleaner version of that comparison.

Mr. Curran stated – in our meetings with RIDE in the spring they were clear that the AEP (Alternate Education Program) here in the Charter School has to be identical to our program upstairs and as you know from past history, the AEP is just that – an alternate program and it's not made to look like any other program. It is to give kids a chance to be successful and graduate from high school someday. So RIDE put it to us quite simply that if it didn't look identical in that all the same programs were offered to them that we could not continue to make AEP part of our school. So the district through Judy, Traf, Jeannine and I determined that we had to separate from AEP and make it a district program once again and we will operate the Charter School with just the students housed upstairs. The adult ed programs conducted after school downstairs will remain as a revenue stream. In that light then we have to make it clear in all our paperwork, meetings, and discussions, everywhere that you look that AEP is a district program and not part of the Charter School any longer. AEP is no longer under my direction, it is under Gayle Dzekevich's and through Gayle and Judy and Jeannine. Gayle will be at future board meetings but was interviewing today.

Mr. Traficante stated – the AEP we are referring to is the 9-12 a.m. programming with about 60-70 kids that part of our charter in the past

and that is what Carol is referring to.

Ms. Corcelli went over the budget with the board members and explained the difference in the budget due to the change in the AEP program. We have a surplus budget with a contribution to the reserve.

All were in favor.

Public Hearings on Non-Agenda Items – none.

Next scheduled meeting – October 16, 2012.

Adjournment

Mrs. McFarland made a motion to adjourn the meeting; seconded by Mr. Sabitoni. All were in favor.

Respectfully submitted,

Michael A. Traficante

Chairperson

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NEL/CPS CHARTER SCHOOL

OPERATING BUDGET 2012-2013

Prepared for September 25,

2012 ACTUAL ACTUAL ORIGINAL BUDGET

2010-2011 2011-2012 2012-2013 VARIANCE %

REVENUE

STATE AID 1,648,360 1,649,333 1,170,709 -478,624 -29%

CRANSTON CITY AID 780,080 839,536 689,316 -150,220 -18%

OUT-OF-DISTRICT REGULAR ED. 350,233

485,153 603,500 118,347 24%

OUT-OF-DISTRICT SPECIAL ED. 112,621 79,675 80,000 325 0%

ADULT ED REVENUE 92,874 156,496 120,000 -36,496 -23%

REIMBURSED EXPENSES 93,155 105,739 105,739 0 0%

TOTAL REVENUES 3,077,323 3,315,932 2,769,264 -546,668 -16%

ACTUAL ACTUAL ORIGINAL BUDGET

EXPENDITURES 2010-2011 2011-2012 2012-2013 VARIANCE %

EXECUTIVE DIRECTOR 63,000 85,462 101,000 15,538 18%

ASSISTANT PRINCIPAL 0 2,271 87,411 85,140 3749%

RECRUITER/ASST TO EXEC DIR. 40,000 40,999 40,000 -999 -2%

PROGRAM COORDINATOR 42,000 21,952 0 -21,952 -100%

FISCAL MANAGER	50,743	60,769	60,000	-769	-1%
JOB PLACEMENT SPECIALIST	77,766	73,710	73,900	190	0%
READING	30,657	0.5	0	1.0	0 1.0 0 0%
SCIENCE	130,378	2.0	132,379	2.0	110,969 2.0 -21,410 -16%
MATH	171,582	3.0	160,429	3.0	183,718 3.0 23,289 15%
SOCIAL STUDIES	175,328	2.6	113,540	2.0	130,382 2.0 16,842 15%
NURSE	25,247	0.4	30,789	0.4	0 0.4 -30,789 -100%
ENGLISH	159,749	2.6	157,067	2.6	140,096 2.6 -16,971 -11%
ART	47,525	1.0	48,886	1.0	41,650 1.0 -7,236 -15%
PHYSICAL			EDUCATION		108,116
	2.0	110,894	2.0	102,688	2.0 -8,206 -7%
GUIDANCE/SCHEDULING	3,628	0.4	0	0.6	0 0.6 0 0%
TECHNOLOGY	69,838	1.0	55,446	1.0	75,698 1.0 20,252 37%
REIMBURSED TRANS/GUID	93,155	est	88,396	est	88,396 est 0 0%
ACADEMIC INST. AM/PM	48,685	75,036	53,200	-21,836	-29%
PORTFOLIO PREP COORD.	35,000	35,000	26,250	-8,750	-25%
PROGRAM COORDINATOR	40,000	40,000	0	-40,000	-100%
JOB PLACEMENT SPECIALIST	10,075	22,977	0	-22,977	-100%
SCHOOL PARENT LIAISON	28,870	0	0	0	0%
VIRTUAL LEARNING FACIL.	0	28,899	2,890	-26,009	-90%
IAES	2,730	0	0	0	0%
TEACHER SUBSTITUTES	27,344	17,755	18,000	245	1%
CHARTER INSTRUCTORS	214,892	266,905	235,136	-31,769	-12%

SECRETARY 64,167 2.0 33,936 1.0 33,936 1.0 0 0%

CUSTODIANS 58,472 1.6 56,709 1.6 33,176 1.6 -23,533 -41%

BENEFITS/PAYROLL TAXES 409,013 418,234 424,774 6,540 2%

Reimbur Trans/Guid Bene 17,343 17,343 0 0%

RETIREE HEALTH BENEFITS 3,000 3,000 3,000 0 0%

EMPLOYEE ASSISTANCE PROGRAM 160 160 160 0 0%

RENT 282,435 292,605 219,454 -73,151 -25%

PURCHASED SERVICES - UBIO 45,818 34,851 33,750 -1,101 -3%

PURCHASED SERVICES 10,091 21,849 29,432 7,583 35%

FIELD TRIPS 459 1,916 3,000 1,084 57%

TRIPS OF LONG DURATION 0 0 0 0 0%

TRAVEL CONFERENCE 0 0 0 0 0%

PE TRANSPORTATION 0 0 0 0 0%

VIRTUAL LEARNING 0 0 1,500 1,500 0%

UTILITIES

ELECTRICITY 38,615 40,465 31,696 -8,769 -22%

HEAT 15,108 12,188 9,573 -2,615 -21%

TELEPHONE 6,785 7,238 5,700 -1,538 -21%

PROPERTY TAXES (CURRENT) 57,847 59,917 47,184 -12,733 -21%

SEWER TAXES (CURRENT YEAR) 3,151 3,151 2,475 -676 -21%

INSURANCE

PROPERTY 4,430 4,652 3,600 -1,052 -23%

E & O 950 5,050 5,050 0 0%

WORKERS COMPENSATION 6,966 7,314 7,500 186 3%

UNEMPLOY COMPENSATION 0 7,924 15,000 7,076 89%

LEGAL 441 6,770 6,000 -770 -11%

ANNUAL AUDIT 250 1,000 10,000 9,000 900%

SP. ED SERVICES REIMB. 112,621 79,675 80,000 325 0%

REPAIRS & MAINTENANCE 1,767 366 1,125 759 207%

SNOW REMOVAL 2,290 0 1,875 1,875 0%

FEES & DUES (INTERSCHOLASTIC) 1,335 1,789 1,789 0 0%

SPECIAL PROGRAMS: 30,313 19,341 30,000 10,659 55%

GRADUATION & HONORS EXP.

OPEN HOUSE/SPECIAL MTGS.

PROJECT CONSORTIUM

BOARD MEETINGS

MEETINGS/SECT SERVICES

STUDENT ACTIVITY STIPENDS 14,500 14,535 15,000 465 3%

PROFESSIONAL DEVELOPMENT 7,365 5,300 13,000 7,700 145%

Academic Material

Academic Teacher Hrly

Academic Travel & Conf

CLASSROOM SUPPLIES 5,735 7,161 7,500 339 5%

LIBRARY ADOPTION (Arlington Elem) 5,799 0 0 0

P.E. SUPPLIES 523 1,092 825 -267 -24%

AEP SUPPLIES & GED Testing 15,496 17,940 13,500 -4,440 -25%

CHARTER OFFICE SUPPLIES 3,491 6,267 7,800 1,533 24%

CUSTODIAL SUPPLIES 311 782 600 -182 -23%

EQUIPMENT MAINTENANCE 7,946 1,446 1,500 54 4%

CAPITAL OUTLAY 36,956 3,867 22,500 18,633 482%

WEBSITE UPGRADES 250 0 250 250

CLASSROOM IMPROVEMENTS 0 19,440 20,000 560 3%

ASSET INVENTORY PROTECTION 506 0 250 250

CONTRIBUTION TO RESERVE 89,635 79,928 37,063 -42,865 -54%

**TOTAL EXPENDITURES 3,041,305 2,964,762 2,769,264
-195,498 -7%**

BUDGET VARIANCE 36,018 351,170 0 -351,170 -100%